

**MINUTES OF THE REGULAR MEETING OF THE
TOBACCO USE PREVENTION AND CESSATION EXECUTIVE BOARD
December 13, 2001**

Mr. Bain Farris, Chairman called the regular meeting of the Tobacco Use Prevention and Cessation Executive Board to order at 1:30 p.m., EST, in the Rice Auditorium at the Indiana State Department of Health, 2 N. Meridian Street.

The following Executive Board members were present for all or part of the meeting:

Bain J. Farris, Chairman
Dr. Greg Wilson, Vice Chairman (Ex-Officio)
Karla Sneegas, MPH, Executive Director
Mohammad Torabi, Ph.D.
Frank Kenny
Richard Huber, MD
James Jones
Peggy Voelz
Robbie Barkley
J. Michael Meyer
Patricia Hart
Steve Simpson, M.D.
Richard Feldman, M.D.
Matt Steward for Steve Carter (Ex-Officio)
Phyllis Lewis for Suellen Reed, EdD (Ex-Officio)
Janet Corson, for John Hamilton (Ex-Officio)

The following Advisory Board members were present for all or part of the meeting:

Arden Christen, DDS
Cecilia Williams

The following Executive and Advisory Board members were not in attendance:

Stephen Jay, MD
Robert Keen, PhD
Alan Snell, MD
Michael Blood, MD
Alice Weathers
Diana Swanson, NP (Advisory Board)
Bennett Desadier, MD (Advisory Board)
Steve Montgomery (Advisory Board)
Nadine McDowell (Advisory Board)
Robert Arnold (Advisory Board)
Diane Clements (Advisory Board)
Kate Taylor (Advisory Board)

Steven Guthrie (Advisory Board)
Kiki Luu (Advisory Board)
Olga Villa Parra (Advisory Board)
Kay Wheeler (Advisory Board)
Heather McCarthy (Advisory Board)

Agency staff in attendance:

J.D. Lux, Deputy Director & General Counsel
Anita Gaillard, Director of Community Programs
Celesta Bates, Finance Officer
Miranda Spitznagle, Director of Program Evaluations
Becky Haywood, Administrative Assistant
Phil Lehmkuhler, Director of Contract Management and Human Resources

Others in attendance:

Harry Davis, MZD Advertising
Margaret Davidson, MZD Advertising
Chuck Wolfe, MZD Advertising
Dr. Rick Markoff, American Red Cross of Greater Indpls.
Mitz Hurst, Martin University
Gurinder Hohl, Marion Co. Health Dept
Jack Halloran, American Cancer Society
Patrick Tamm, Livengood & Associates
Sarah Renner, Tobacco Smart Indiana
Lillian Henegar, Governor's Commission for a Drug Free Indiana
Mike Pitts, Indiana Petroleum Marketers
Jeff Stutesman, Indiana Newspaper Advertising Network
Stephen Key, Hoosier State Press Association

Mr. Farris called for approval of the November meeting minutes. Motion to approve minutes as written was made by Dr. Torabi, seconded by Dr. Huber. Motion approved.

Mr. Farris called for a financial report. Ms. Bates gave the financial report through November 30, 2001. Mr. Farris reported that funds have now been allotted to our account. Mr. Lux reported that we received the Attorney General's Advisory letter regarding the status of our 2000 appropriation. The issue is now satisfactorily resolved with the State Budget Agency. A motion to approve the financial report was made by Mr. Jones, seconded by Ms. Barkley. Motion approved.

Mr. Farris stated that an executive session was held prior to the start of this meeting for the sole purpose of discussing the Evaluation Broad Agency Announcement (BAA).

Mr. Farris asked for a Review Committee Report. Dr. Keen gave the Review Committee Report stating that Committee had reviewed four proposals submitted for the purpose of contracting for an Evaluation Coordinating Center. In addition to the written proposals, each of the four bidders made presentations to the Committee. The Committee made a unanimous decision to select the American Institutes for Research (AIR) as the Evaluation and Research Coordinating Center contractor. Mr. Keen made a motion to recommend that the Board enter into contract negotiations with AIR pending the Indiana Department of Administration's approval. Dr. Feldman seconded the motion. Motion approved.

Mr. Farris asked for an update on the Community Programs grant reviews. Ms. Gaillard gave a report on the Local Community-based grant applications stating that several proposals have moved to the *Approved* category, while several others will go back for a second review. Contact has been made with all counties, except one, regarding the Community-based proposals. Dr. Wilson stated that someone from the Department of Health would contact that county. A motion to approve the Community-based grant report was made by Ms. Corson, seconded by Mr. Kenny. Motion approved.

Ms. Gaillard gave a report on the Minority-based grant applications stating that 38 applications were received from 19 counties. Ms. Sneegas provided an overview to the Minority-based grant review process stating that the review team was looking at all of these applications together to assure that each minority communities' needs were met. Discussion followed on how to address the numerous proposals submitted by Marion County. Staff was instructed to have a discussion with the finalist for Marion County to develop new work plans. These applications should come back to the Board in January for approval. A motion to approve the report as amended was made by Ms. Hart, seconded by Mr. Keen. Motion approved.

In Other Business, Mr. Farris read a letter of resignation from Pam Peterson-Hines. Ms. Sneegas explained that Ms. Peterson-Hines has taken a new position and is unable to fulfill her role on the Board. This is an open seat on the Board and the Governor will appoint a replacement.

Ms. Sneegas proposed a change to January's meeting date to allow more time for review of the Statewide, Regional and Pilot grant proposals. Ms. Hart made a motion to change the meeting date from January 17 to January 31, 2002; seconded by Mr. Meyer. Motion approved.

Mr. Farris asked for a Staff Update. Ms. Sneegas stated that we are working with the State Personnel Department and the Governor's Office for approval to fill the Agency's staff positions. Although there is still a hiring freeze, we have submitted a waiver.

Due to the grant review process, there has been a delay in completing the Training plan. Staff is working with MZD and others to set up the Training plan.

The American Legacy Foundation launched its Great Start Campaign on December 4th. This project, in collaboration with the First Spouses' Association, focuses on women who smoke during pregnancy. Staff is working with Mrs. O'Bannon and the Indiana State Department of Health on this campaign.

The Youth Advisory Board (YAB) is going strong and has continued its response to the Brown and Williamson test marketing of Advance in Indianapolis. Opportunities for additional YAB members will be coming and the Board will be contacted for recommendations.

Ms. Sneegas thanked Executive and Advisory Board members for keeping everyone informed on what is going on in the local communities. Public hearings regarding the Governor's tax plans which includes increasing in the cigarette tax, were held in Vanderburgh, St. Joseph, Lake, Bartholomew, Allen and Johnson Counties with one additional public hearing to be held in Delaware County.

Mr. Jones, who chairs the State Medicaid Advisory Committee, stated that their committee had unanimously voted to support the Governor's cigarette tax increase. Mr. Keen also indicated that it was likely the Hospital Association would support the increase of the cigarette tax.

Meeting adjourned.